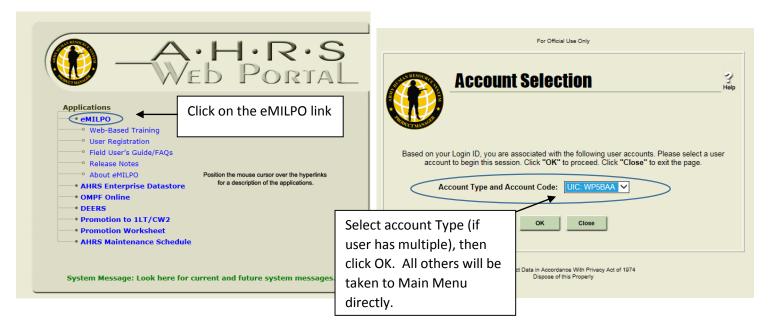
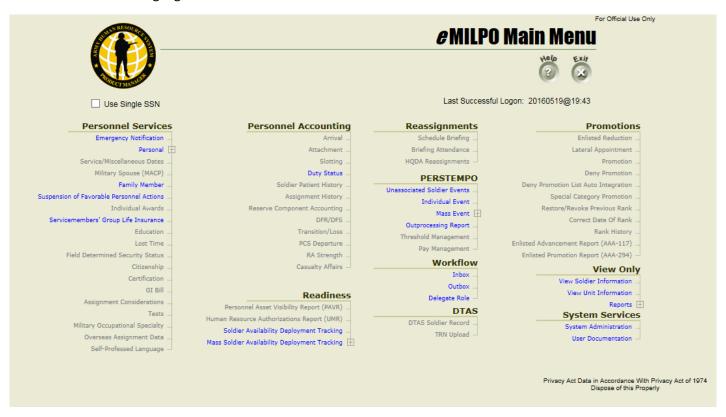
eMILPO will import National Guard data daily from ITAPDB.

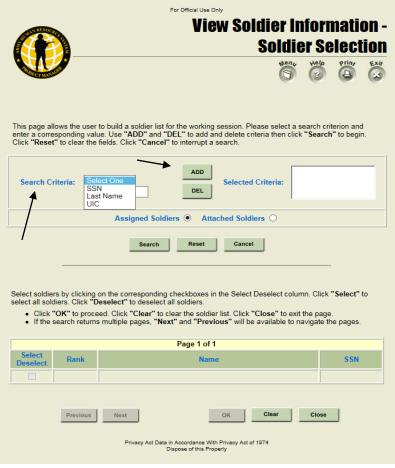
Note: If a NG Soldier has a UIC that is not registered in DRRS-A and valid in eMILPO the Soldiers UIC will be converted to =NG0000 in eMILPO. Once eMILPO receives the UIC the Soldiers UIC will be updated in the next daily update.

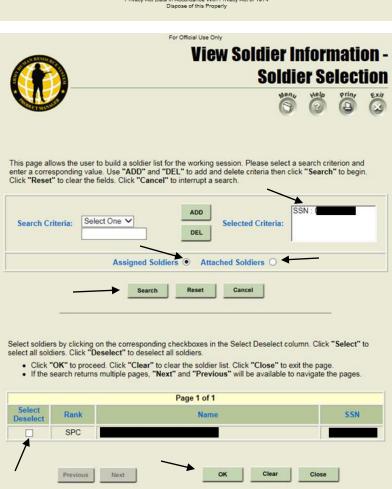


Authorized functions will be highlighted



VIEW SOLDIER INFORMATION





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View Soldier Information - Soldier Selection

This page allows the user to build a list of soldiers for processing.

Expand the Search Criteria picklist and select a search criteria. The user can select from the following choices: SSN (using all 9 digits), Last Name, or UIC.

Enter a value for the selected criteria in the text entry field below the Search Criteria picklist. The system permits wildcard searches and accepts both upper and lower case letters.

Click "ADD" to add the selected search criteria/value combination to the Selected Criteria text area. The user may submit only one search criterion at a time.

The user can remove the displayed search criteria/value combinations by highlighting the combination in the Selected Criteria text area and clicking "DEL".

The user can select between "Assigned Soldiers" or "Attached Soldiers" when building the search criteria, allowing the separation of assigned and attached soldiers in the search results. The system defaults to the selection "Assigned Soldiers".

Click "Search" to begin the search process. The user can continue to build the soldier list by adding new search criteria/value combinations and clicking "Search".

The system will notify the user of any discrepancies (i.e., invalid SSN, date or UIC format) found in the search process.

If no soldiers are found that match the selected search criteria/value combination, the system will display a message in the first data row of the soldier list to notify the user that no match was found.

Click "Reset" to clear all text fields.

Click "Cancel" to interrupt a search that has been initiated.

The system displays a list of soldiers (sorted by name) that matches the selected search criteria. If the user chooses to conduct an additional search, using new search criteria, the system will add the soldiers resulting from the search to the existing list, and resort the soldier list by name.

Select one or more soldiers by checking the corresponding checkboxes in the Select Deselect column. Click "Select" to select all soldiers. Click "Deselect" to deselect all soldiers.

Click "OK" to proceed. The system will display the View Soldier Information Soldier Data page for the first soldier on the list

Click "Clear" to remove all soldiers from the soldier list and restart the search process.

Click "Close" to exit the page without processing. The system will display the Main Menu.

If the search results returns more than page, the user can navigate the pages by clicking "Next" or "Previous" where available.

View Soldier Information - Soldier Data

The View Soldier Information—Soldier Data page allows you to view the following current data for the soldier:

Record Status

MPC

Service Component

Duty Status (**Defaulted to PDY for National Guard**)

Date of Last HIV Test

Date of Last Physical Exam

Physical Category

Physical Profile Factors (PULHES)

Temporary Physical Profile Factors (PULHES) (if they exist)

Medical Readiness Classification (MRC)
Information

The system displays the soldier's Rank, Name, SSN, UIC, and Action as well as the soldier's position on the soldier list and the total number of soldiers from the list.

To view soldier information data for a Soldier, perform the following steps:

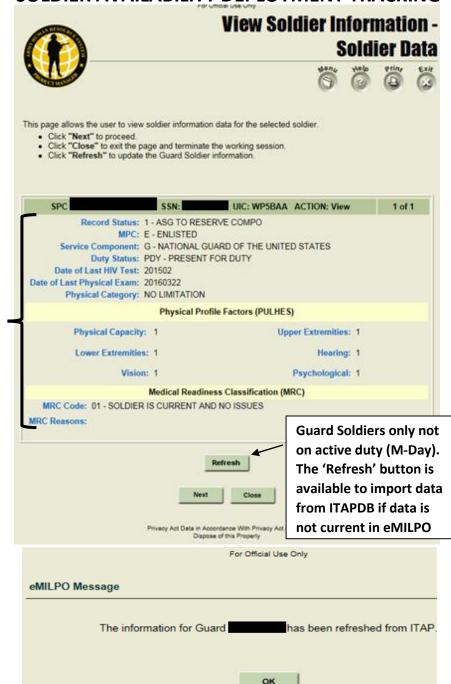
The system displays the current data for the soldier as read-only.

Guard Soldiers only not on active duty (M-Day). The 'Refresh' button is available to import data from ITAPDB if data is not current in eMILPO

Click "Next" to proceed to the next soldier from the soldier list, if any exist. If the current Soldier is the last or only soldier from the soldier list, the system returns you to the Main Menu.

Click "Close" to terminate the working session. The system returns you to the Main Menu.

SOLDIER AVAILABILITY DEPLOYMENT TRACKING



Users can receive one of two messages after the Refresh process:

The information for Guard XXXXXXXXX has been refreshed from ITAPDB- Most current data loaded.

Or

The system was unable to refresh all of the information for Guard XXXXXXXXX from ITAPDB-There was an issue with the Soldiers record or a communication issue with ITAPDB.

eMILPO Message
The system was unable to refresh all of the information for Guard from ITAP.
ок
Privacy Act Data in Accordance With Privacy Act of 1974 Dispose of this Properly

Soldier Availability Deployment Tracking - Soldier Selection

This page allows the user to build a list of soldiers for processing Soldier Availability Deployment Tracking.

Expand the Search Criteria picklist and select a search criteria. The user can select from the following choices: SSN (using all nine digits), Last Name, or UIC.

Enter a value for the selected criteria in the text-entry field below the Search Criteria picklist. The system permits wildcard searches and accepts both uppercase and lowercase letters.

Click ADD to add the selected search criteria/value combination to the Selected Criteria text area. The user may only submit one search criterion at a time.

The user can remove the displayed search criteria/value combinations by highlighting the combination in the Selected Criteria text area and clicking DEL.

Click Search to begin the search process. The user can continue to build the soldier list by adding new search criteria/value combinations and clicking Search.

The system notifies the user of any discrepancies (that is, invalid SSN, date, or UIC format) found in the search process.

If no soldiers are found that match the selected search criteria/value combination, the system displays a message in the first data row of the soldier list to notify the user that no match was found.

Click Reset to clear all text fields.

Click Cancel to interrupt a search that has been initiated.

The system displays a list of soldiers (sorted by name) that matches the selected search criteria. If the user chooses to conduct an additional search using new search criteria, the system adds the soldiers resulting from the search to the existing list and re-sorts the soldier list by name.

To select a soldier from the soldier list, click the corresponding radio button in the Select column.

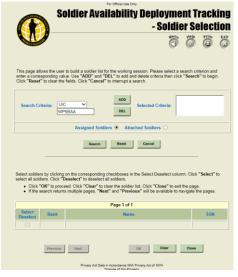
Click OK to proceed. The system displays the Non-Availability Indicator History page for the selected soldier.

Click Clear to remove all soldiers from the soldier list and restart the search process.

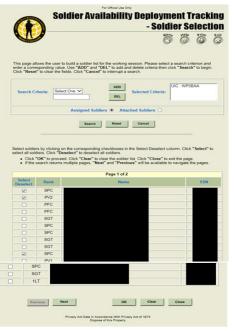
Click Close to exit the page without processing. The system displays the Main Menu.

If the search results return more than one page, the user can navigate the pages by clicking Next or Previous where available.









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Soldier Availability Deployment Tracking - History









This page allows the user to add, update or remove Deployment Records. The Status column will display the user's completed actions. Select from the corresponding picklist to update or remove existing Deployment Records. Click on the checkbox to add a new Deployment Record.

Click "Submit" to proceed. Click "Next" to proceed without saving. Click "Close" to exit the page and terminate
the working session.

1LT		SSN:	UIC: WP5E	BAA STAT	US: NON-AVA	LABLE	1	4 of 80				
MRC Code: 03 - NOT MEDICALLY READY/SOLDIER IS DEFICIENT/CDR DETERMINES SOME DEPLOYABILITY												
Commander's N	Nedical D	etermination:		N								
Action	Status	Non- Available Status	Non-Available Reason	UIC	Unit Designation	Start Date	End Date	CDR's Decision Waiver				
Select One ✓		NAT - NON- AVAILABLE- TEMP	PENDING MILITARY OR CIVIL COURT ACTION	WP5BAA	0356QMQM SUPPLY CO	20160522	20160601					
			Add Non-A	vailability R	ecord							

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Soldier Availability Deployment Tracking—History

This page lists the Soldier Availability Deployment Tracking—History for the selected soldier and allows the user to add, update, or remove Soldier Availability Deployment Tracking records. The system displays the soldier's Rank, Name, SSN, and UIC.

The MRC Code provides an indication of whether the soldier is medically ready for deployment.

Commander's Medical Determination Code is the determination (Y/N) of whether the soldier is medically deployable.

The Action column indicates the available actions. /The Status column will show the user's completed actions.

The Non-Available Status column displays the Non-Availability Status for the Soldier Availability Deployment Tracking record.

The Non-Available Reason column displays the Non-Availability Reason for the Soldier Availability Deployment Tracking record.

The UIC column displays the UIC code associated with the Soldier Availability Deployment Tracking record.

The Unit Designation column displays the Unit Designation Text associated with the Soldier Availability Deployment Tracking record.

The Start Date column displays the starting date of the Soldier Availability Deployment Tracking record.

The End Date column displays the ending date of the Soldier Availability Deployment Tracking record.

The CDR's Decision Waiver column displays whether the non-available status has been waivered.

To Add a New Soldier Availability Deployment Tracking Record:

Click on the Add Non-Availability Record checkbox.

To Update an Existing Soldier Availability Deployment Tracking Record:

Expand the Action picklist and select Update for the Soldier Availability Deployment Tracking record to be updated.

To Remove an Existing Soldier Availability Deployment Tracking Record:

Expand the Action picklist and select Remove for the Soldier Availability Deployment Tracking record to be removed.

After selecting all actions,

Click Submit. The system displays the Soldier Availability Deployment Tracking - Soldier Data page for the first selected action.

Click Close to terminate the working session and return to the Main Menu.

Soldier Availability Deployment Tracking - Soldier Data

This page allows the user to process Soldier Availability Deployment Tracking Data for the selected soldier. The system displays the soldier's Rank, Name, SSN, UIC and selected Action as read-only.

If the selected Action Type is Add:

Expand the Non-Available Status picklist and select an appropriate Non-Available Status. This is a required field.

Expand the Non-Availability Reason picklist and select a value of choice. This is a required field.

If the Non-Available Status/Reason combination can be waivered, a checkbox is displayed allowing the non-availability to be waivered.

Enter the Start Date in the provided text-entry field. This is a required field.

Enter the End Date in the provided text-entry field. This is a required field.

Enter any pertinent remarks in the Remarks field.

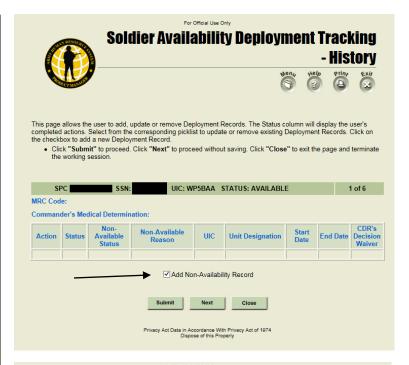
Click Save to save the current record and proceed to the next action if one exists. If the current page is the only action selected from the Listing page, the system returns the user to the Listing page, updating the Status column.

Click Reset to clear the fields.

Click Next to skip this action. The system detects for data entry on the page and prompts the user to save or discard the data accordingly. If no other selected action exists, the system returns the user to the Listing page, updating the Status column to show all completed actions.

Click Close to exit the page and return to the Listing page.

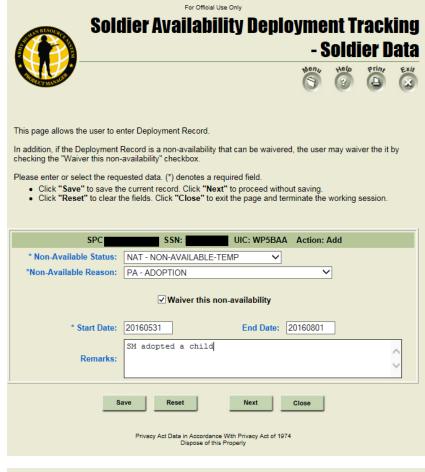
The system detects data entry on the page and prompts the user to save or discard the data accordingly. The system then returns the user to the Listing page, updating the Status column to show all completed actions.







Soldier Availability Deployment Tracking - Soldier Data -Con't







Soldier Availability Deployment Tracking

- Soldier Data





Soldier Availability Deployment Tracking

History

If the selected Action Type is Update:

The system displays the soldier data page prepopulated with the existing values for the selected soldier's record. If the existing non-availability is already waivered, a checkbox is displayed allowing the non-availability to be unwaivered. The user can edit the values as necessary.

View System Validations for Soldier Availability Deployment Tracking The system dynamically enables data entry fields, picklist options, and required fields depending on the non-available reason.

The start date entered shall be greater than the earliest date of the following: BASD, PEBD, and Military EAD Date.

The start date may not be a future date.

The end date must be after the start date.

The end date may not be a future date except when the Non-Available Status is Non-Available-Temp (NAT), Stabilized/PCS/Retire (SPR), or Deployed (DEP).

The system creates an open PERSTEMPO event when the Soldier's non-available deployment data meets the following criteria: The Soldier does not have an open PERSTEMPO event and the Non-Available Status is DEP — DEPLOYED or the Non-Available Status is NAT - NON-AVAILABLE-TEMP and the Non-Available Reason is DP (DEPLOYED).

The system closes the existing open PERSTEMPO event first, creates a new open PERSTEMPO event, when the Soldier's non-available deployment data meet the following criteria and the Soldier has an open PERSTEMPO event: The Non-Available Status is DEP - DEPLOYED or the Non-Available Status is NAT - NON-AVAILABLE-TEMP and the Non- Available Reason is DP (DEPLOYED).

The system closes any open PERSTEMPO event when the Soldier's non-available deployment data is ended by a user and meets the following criteria: The Non-Available Status is DEP – DEPLOYED or the Non-Available Status is NAT - NON-AVAILABLE-TEMP and the Non-Available Reason is DP (DEPLOYED).

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Soldier Availability Deployment Tracking - History









This page allows the user to add, update or remove Deployment Records. The Status column will display the user's completed actions. Select from the corresponding picklist to update or remove existing Deployment Records. Click on the checkbox to add a new Deployment Record.

. Click "Submit" to proceed. Click "Next" to proceed without saving. Click "Close" to exit the page and terminate

SSN: UIC: WP5BAA STATUS: NON-AVAILABLE 1 of 1 MRC Code: Commander's Medical Determination: CDR's Non-Available Reason Start Date End Date Designation Status Waiver NAT - NON-AVAILABLE-0356QMQM ADOPTION WP5BAA SUPPLY 20160531 20160801 TEMP Add Non-Availability Record

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Next



Soldier Availability Deployment Tracking Soldier Data









This page allows the user to remove Deployment Record for the selected soldier

- Click "Save" to save the current record. Click "Next" to proceed without saving.
 Click "Close" to exit the page and terminate the working session.





Soldier Availability Deployment Tracking - Soldier Data - Remove Mode

This page allows the user to remove a Soldier Availability Deployment Tracking Record for the selected soldier. The system displays the soldier's Rank, Name, SSN, and UIC.

The system then displays the soldier data page prepopulated with the existing values for the selected Soldier Availability Deployment Tracking Record as read-only.

Click Save to remove the current record and proceed to the next action if one exists.

Click Next to skip this action. If no other selected action exists, the system returns the user to the Listing page, updating the Status column to show all completed actions.

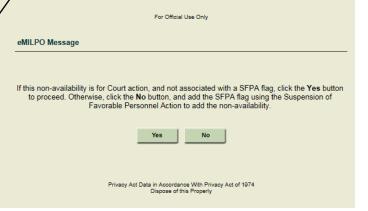
Click Close to exit the page and return to the Listing page.

The system detects data entry on the page and prompts the user to save or discard the data accordingly. The system then returns the user to the Listing page, updating the Status column to show all completed actions.





LZ-Pending Military or Civil Court Action- This SADT can be a Manual entry or auto generated by SFPA flag. User will receive this message when adding a manual LZ to remind them if the SADT should be based on an SFPA.



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The NAP do not require an End date

End Date:

Next Close

* Start Date: 20160522

Save Reset

NAP-Non-Available Permanent

NAP-SADT do not require an end date.

Non-Deploy Prec-Waiver Info

DEPLOY	DEPLOY		AVAILABLE	END DT	DEPLOY_STA	WAIVER	INFO	
	RSN_CD				TUS_RSN_PR			
_ _CD	_				ECEDENCE			
1 DED		DEDI OVED WITH HALT (TILL S. I.I.)	*\/	V	4	N.	Usenlagut	
1-DEP		DEPLOYED WITH UNIT (The Soldier is	*ү	Y	1	N	User Input	
		Available when they have Code-DEP						
		Soldiers is Deployed with their unit)			_			
2-NAT	MP	MISSING/POW	N	N	2	N	DYST changed to/from 'MIS, MIA, CAP, INT'	
2-NAT	AW	AWOL-(ABSENT WITHOUT LEAVE)	N	N	3	N	DYST changed to/from 'AWL, AWC'	
3-NAP	LA	LAUTENBURG AMENDMENT	N	N	4	N	User Input	
3-NAP	SS	SOLE SURVIVING FAMILY MEMBER	N	N	5	Υ	User Input	
3-NAP	СО	CONSCIENTIOUS OBJECTOR	N	N	6	Υ	User Input	
2-NAT	LR	ARREST AND CONFINEMENT	N	N	7	N	DYST changed to/from 'CCA,	
2 NAT		LINES COMMANDA LANGESTICATION DV	N.	N.	0		CMA, SCA, SMA'	
2-NAT	LI	UNDER CRIMINAL INVESTIGATION BY	N	N	8	Y	SFPA changed to/from 'LA' 'MA'	
		MILITARY/CIVIL AUTHORITIES		.,		,,	0550	
2-NAT	LZ	PENDING MILITARY OR CIVIL COURT	N	Y	9	Y	SFPA changed to/from 'AA' 'UA' 'VA'/User Input	
2-NAT	LD	ACTION	N	N	10	N	SFPA changed to/from 'BA' 'WA'	
Z-INAT		PENDING ADMINISTRATIVE/LEGAL DISCHARGE OR SEPARATION	IN IN	IN IN	10	IN IN	SFFA Changeu to/Holli BA WA	
2-NAT	CS	SOLDIER IS UNDER THE AGE OF 18	N	Υ	11	N	DOB calculation less	
2 1147	20			,,	42	.,,	than/greater than 18 years	
2-NAT	PD	POSTPARTUM OPERATIONAL DEFERMENT	N	Y	12	Y	User Input	
2-NAT	PA	ADOPTION	N	Υ	13	Υ	User Input	
2-NAT	DP	DEPLOYED (INDIVIDUALLY NOT WITH THE	N	Υ	14	N	User Input	
		UNIT)						
2-NAT	LT	LEAVE/TDY	N	Υ	15	Υ	User Input	
2-NAT	LS	TRANSITION LEAVE	N	Υ	16	Υ	User Input	
2-NAT	FP	NO APPROVED FAMILY CARE PLAN	N	Υ	17	N	User Input	
2-NAT	TC	TCS-(TEMPORARY CHANGE OF STATION)	N	Υ	18	N	User Input	
2-NAT	*TN	MINIMUM TRAINING FOR DEPLOYMENT	N	Y	19	Y	User Input	
		NOT COMPLETED						
2-NAT	*SM	SIMULTANEOUS MEMBERSHIP PROGRAM	N	Y	20	Y	User Input	
2-NAT	*UP	UNSATISFACTORY PARTICITPANT	N	Υ	21	Υ	User Input	
2-NAT	*AN	ASSIGNED NOT JOINED	N	Y	22	Υ	User Input	
2-NAT	*EC	EDUCATION CAREER STABILIZATION	N	Υ	23	Υ	User Input	
2-NAT	PF	PROFIS CATEGORY	N	Υ	24	Υ	User Input	
2-NAT	CC	COMMANDERS CALL	N	Υ	25	N	User Input NEW 10 Jun 16	
4-SIT	IN	IN-PROCESS/AWAITING TRANS	Υ	Υ	26	N	User Input	
4-SIT	TS	THEATER SPECIFIC INDIVIDUAL	Υ	Υ	27	N	User Input	
		READINESS NOT COMPLETE						
4-SIT	PS	PENDING SRP	Υ	Y	28	N	User Input	
5-ARC	RC	REAR CADRE	Υ	Y	29	N	User Input	
5-ARC	DL	LATE DEPLOYER	Υ	Y	30	N	User Input	
6-SRP	SD	STABILIZED DWELL TIME	Υ	Y	31	N	User Input	
6-SRP	PC	PERMANENT CHANGE OF STATION	Υ	Υ	32	N	User Input	
5-ARC	RM	REDEPLOYED END OF MISSION	Υ	Υ	33	N	User Input	
6-SRP	RT	DA APPROVED RETIREMENT	Υ	Υ	34	N	User Input	
6-SRP	ET	ETS/SEPARATION	Υ	Υ	35	N	User Input	
5-ARC	AR	ASSIGNED FOR RESET	Υ	Y	36	N	User Input	
			V	.,	27	N.		
4-SIT	**CD	COMMANDER'S DECISION	Υ	Υ	37	N	Waiver selected	

^{**}eMILPO generates the 4-SIT(CD) to TAPDB and stores this date in eMILPO. eMILPO only displays the (Y/N) for each adminstrative Non-Availability Reason waiver. Basically a place holder until HRC is ready to use the Commander's decision Y/N.

Suspension of Favorable Personnel Actions - Soldier Selection

This page allows the user to build a list of soldiers for processing suspension of favorable personnel actions.

Expand the Search Criteria picklist and select a search criteria. The user can select from the following choices: SSN (using all 9 digits), Last Name, or UIC.

Enter a value for the selected criteria in the text entry field below the Search Criteria picklist.

Click "ADD" to add the selected search criteria/value combination to the Selected Criteria text area. The user may only submit one search criteria at a time.

The user can remove the displayed search criteria/value combination by highlighting the combination in the Selected Criteria text area and clicking "DEL".

The user can select between "Assigned Soldiers" or "Attached Soldiers" when building the search criteria, allowing the separation of assigned and attached soldiers in the search results. The system defaults to the selection "Assigned Soldiers".

Click "Search" to begin the search process. The user can continue to build the soldier list by adding new search criteria/value combinations and clicking "Search".

The system will notify the user of any discrepancies (i.e., invalid SSN, date or UIC format) found in the search process.

If no soldiers are found that match the selected search criteria/value combination, the system will display a message in the first data row of the soldier list to notify the user that no match was found.

Click "Reset" to clear all text fields.

Click "Cancel" to interrupt a search that has been initiated.

The system displays a list of soldiers (sorted by name) that matches the selected search criteria. If the user chooses to conduct an additional search, using new search criteria, the system will add the soldiers resulting from the search to the existing list, and resort the soldier list by name.

Select soldiers by checking the corresponding checkboxes in the Select column. Click "Select" to select all soldiers. Click "Deselect" to deselect all soldiers.

Click "OK" to proceed. The system will display the Suspension of Favorable Personnel Actions Listing page for the first soldier on the list.

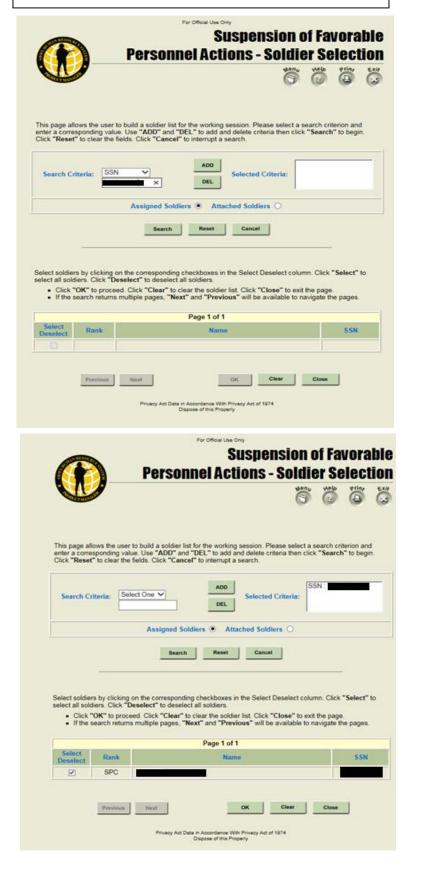
Click "Clear" to remove all soldiers from the soldier list and restart the search process.

Click "Close" to exit the page without processing. The system will display the Main Menu.

If the search result(s) returns more than one page, the user can navigate the pages by clicking "Next" or "Previous" where available.

Suspension of Favorable Personnel Actions

Note: The Suspension of Favorable Personnel Actions (SFPA) function should only be used when the SFPA data is not available in ITAPDB and the user has attempted to retrieve the data thru the View Soldier Information 'Refresh Button'.



Suspension of Favorable Personnel Actions - Soldier Data -

Add Mode

This page allows the user to initiate a new SFPA flag for the selected soldier. The system displays the selected soldier's Rank, Name, SSN, UIC, and Action as well as the soldier's position on the soldier list and the total number of soldiers from the list.

Expand the Flag Reason picklist and select the appropriate choice to indicate the basis for the suspension. This is a required field.

Provide the Effective Date as required.

Provide an Expiration Date for the flag if the data is available.

Provide any pertinent remarks for the flag in the Remarks text area as necessary.

To initiate an additional flag, check the Initiate Additional SFPA Flag checkbox.

Click "Save" to save the current record. The system will validate the user's data entry and update the database. If the SFPA generates a soldier non-availability, a decision message is displayed allowing the commander to waiver the non-availability by clicking the Yes button or leave the soldier non-available by clicking the No button. The system will then forward the user to the next selected action from the Listing page, if one exists. If the current page is the only or last selected action, the system will return the user to the Listing page, updating the Status column to show all successful actions.

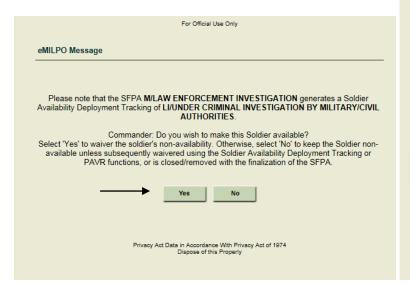
Click "Reset" to clear the fields and reset the selections to their original values.

Click "Next" to skip this action and proceed to the next selected action from the Listing page, if one exists. The system will detect data entry on the page and prompt the user to either save or discard the data accordingly.

Click "Close" to terminate the working session. The system will detect data entry on the page and prompt the user to either save or discard the data accordingly. Otherwise, the system will return the user to the Main Menu.







After initializing SFPA, AA, BA, LA, MA, UA, VA, WA eMILPO will auto generate a Soldier Availability **Deployment Tracking (SADT) Record**



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Suspension of Favorable Personnel **Actions Listing**









This page allows the user to initiate, update or remove/finalize one or multiple SFPA flags. The Status column will display the user's completed actions. Select from the corresponding picklist to update or remove/finalize existing flags. Click on the checkbox to initiate a new flag.

. Click "Submit" to proceed. Click "Next" to proceed without saving. Click "Close" to exit the page and





Suspension of Favorable Personnel Actions - Soldier Select









This page allows the user to build a soldier list for the working session. Please select a search criterion and enter a corresponding value. Use "ADD" and "DEL" to add and delete criteria then click "Search" to begin Click "Reset" to clear the fields. Click "Cancel" to interrupt a search.

Search Criteria:	Select One ✓ Selected Criteria: SSN : 257493928	
	Assigned Soldiers Attached Soldiers	
	Search Reset Cancel	

Select soldiers by clicking on the corresponding checkboxes in the Select Deselect column. Click "Select" to select all soldiers. Click "Deselect" to deselect all soldiers.

- Click "OK" to proceed. Click "Clear" to clear the soldier list. Click "Close" to exit the page.
 If the search returns multiple pages, "Next" and "Previous" will be available to navigate the pages.

			Page 1 of 1		
Select Deselect	Rank		Name		SSN
~	1LT				
	Previous	Next	ОК	Clear	Close
		Privacy Act Date	s in Accordance With Privacy Ac	ct of 1974	

Suspension of Favorable Personnel **Actions - Soldier Data**









This page allows the user to remove/finalize SFPA flags for the selected soldier. Please enter or select the requested data. (*) denotes a required field.

- . Click "Save" to remove/finalize the current record. Click "Next" to proceed without saving.
- Click "Close" to exit the page and return to the Listing page



Suspension of Favorable Personnel **Actions Listing**









This page allows the user to initiate, update or remove/finalize one or multiple SFPA flags. The Status column will display the user's completed actions. Select from the corresponding picklist to update or remove/finalize existing flags. Click on the checkbox to initiate a new flag.

• Click "Submit" to proceed. Click "Next" to proceed without saving. Click "Close" to exit the page and terminate the working session.

1L	.T	SSI	N: I	C: WP5BAA		1 of 1
Action	Status	Flag Type	Reason	Effective Date	Expiration Date	Report
move/Finalize	~	INITIAL REPORT	ADVERSE- ACTION	20160522		DA Form 268

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Suspension of Favorable Personnel Actions - Soldier Data -

Remove/Finalize Mode

This page allows the user to remove/finalize a current SFPA flag for the selected soldier. The system displays the selected soldier's Rank, Name, SSN, UIC, and Action as well as the soldier's position on the soldier list and the total number of soldiers from the list.

Select a Flag Type from the corresponding picklist indicating the type of finalization for the flag. This is a required field.

The system displays the Flag Reason as read-only.

Enter an Effective Date for the flag. This is a required field.

Enter any pertinent Remarks in the provided text

Click "Save" to remove the current record. The system will validate the user's data entry and update the database. The system will then forward the user to the next selected action from the Listing page, if one exists. If the current page is the only or last selected action, the system will return the user to the Listing page, updating the Status column to show all successful actions.

Click "Next" to skip this action and proceed to the next selected action from the Listing page, if one exists. The system will detect data entry on the page and prompt the user to either save or discard the data accordingly.

Click "Close" to terminate the working session. The system will detect data entry on the page and prompt the user to either save or discard the data accordingly. Otherwise, the system will return the user to the Main Menu.

For Official Use Only



Suspension of Favorable Personnel **Actions Listing**







went welp print exit

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eMILPO Message

Are you sure you want to remove this record?

Privacy Act Data in Accordance With Privacy Act of 1974 Dispose of this Properly

This page allows the user to initiate, update or remove/finalize one or multiple SFPA flags. The Status column will display the user's completed actions. Select from the corresponding picklist to update or remove/finalize existing flags. Click on the checkbox to initiate a new flag.

Click "Submit" to proceed. Click "Next" to proceed without saving. Click "Close" to exit the page and terminate the working session.



☐ Initiate SFPA Flag

Submit Next Close

Privacy Act Data in Accordance With Privacy Act of 1974 Dispose of this Properly

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Soldier Availability Deployment Tracking - History







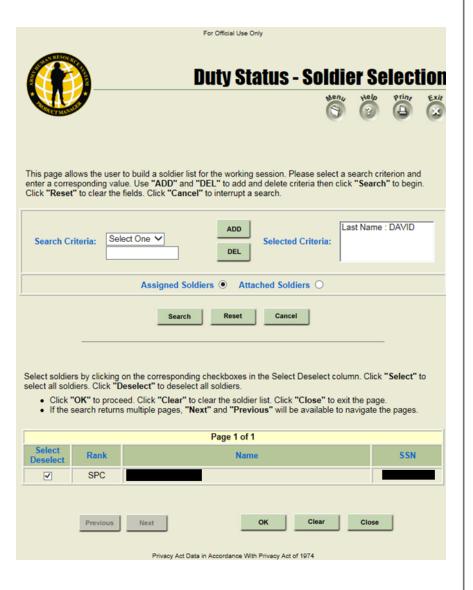




 Click "Submit" to proceed. Click "Next" to proceed without saving. Click "Close" to exit the page and terminate the working session



Note: Duty Status function will only need to be used for Active National GuardSoldier. (Mobilized, RC attached and AGR on active duty orders)



Duty Status - Soldier Selection

This page allows the user to build a list of soldiers for processing duty status data.

Expand the Search Criteria picklist and select a search criteria. The user can select from the following choices: SSN (using all 9 digits), Last Name or UIC.

Enter a value for the selected criteria in the text entry field below the Search Criteria picklist.

Click "ADD" to add the selected search criteria/value combination to the Selected Criteria text area. The user may only add one search criteria at a time.

The user can remove the displayed search criteria/value combination by highlighting the combination in the Selected Criteria text area and clicking "DEL".

The user can select between "Assigned Soldiers" or "Attached Soldiers" when building the search critieria, allowing the separation of assigned and attached soldiers in the search results. The system defaults to the selection "Assigned Soldiers".

Click "Search" to begin the search process. The user can continue to build the soldier list by adding new search criteria/value combinations and clicking "Search".

The system will notify the user of any discrepancies (i.e., invalid SSN, date or UIC format) found in the search process.

If no soldiers are found that match the selected search criteria/value combination, the system will display a message in the first data row of the soldier list to notify the user that no match was found.

Click "Reset" to clear all text fields.

Click "Cancel" to interrupt a search that has been initiated.

The system displays a list of soldiers (sorted by name) that bestmatches the selected search criteria. If the user chooses to conduct an additional search, using new search criteria, the system will add the soldiers resulting from the search to the existing list, and resort the soldier list by name.

Select soldiers by checking the corresponding checkboxes in the Select column. Click "Select" to select all soldiers. Click "Deselect " to deselect all soldiers.

Click "OK" to proceed. The system will display the Duty Status Listing page for the first soldier on the list.

Click "Clear" to remove all soldiers from the soldier list and restart the search process.

Click "Close" to exit the page without processing. The system will display the Main Menu.

If the search result(s) returns more than one page, the user can navigate the pages by clicking "Next" or "Previous" where available.

Duty Status - Listing

The Duty Status - Listing page lists the 12 most recent military duty statuses for the selected soldier. The user has the option to add a new duty status or remove the most recent status from the soldier's record.

The system displays the selected soldier's Rank, Name, SSN, and UIC as read-only. The system also displays the soldier's position on the soldier list and the total number of soldiers from the list.

The Action column indicates the available action that the user can select to perform.

The Status column will be updated after all selected actions are completed.

The Duty Status, Effective Date, and Effective Time columns provide the details of each duty status.

After a successful addition or removal action, the Report column will allow the user to click on a link to view and/or print the duty status report.

Remove Existing Duty Status

The user may select to remove the most recent duty status by selecting the appropriate action from the Action picklist. The system will issue a message asking the user to confirm that the selected duty status(es) will be removed.

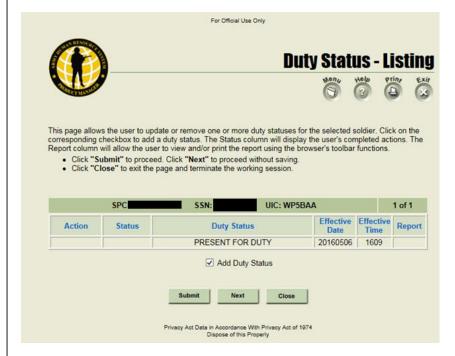
Add New Duty Status

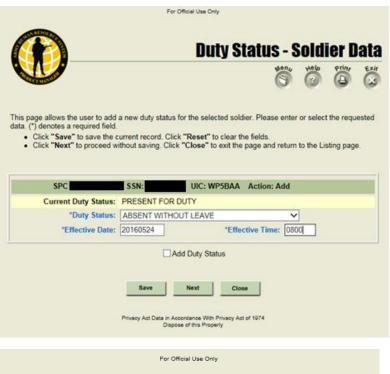
To add new duty status, check the Add Duty Status checkbox.

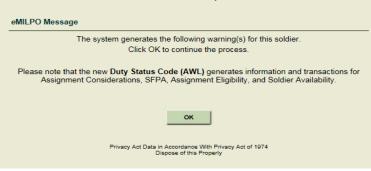
Click "Submit" to proceed. The system will display the Duty Status - Soldier Data page for the first selected action.

Click "Next" to proceed to the next soldier from the soldier list without saving. The system will detect data selection on the page and prompt the user to save or discard the data accordingly. If the current page is the only or last soldier on the list, the system will return the user to the Main Menu.

Click "Close" to terminate the working session. The system will detect data selection on the page and prompt the user to save or discard the data accordingly. The system will return the user to the Main Menu.









Duty Status - Soldier Data

The Duty Status - Soldier Data page allows the user to add a new military duty status for the selected soldier. The system displays the selected soldier's Rank, Name, SSN, UIC, and Action as readonly.

The system displays the soldier's current duty status as read-only.

The user can expand the required Duty Status picklist and select an appropriate choice.

The system defaults the required Effective Date and Effective Time to the system's current date and time. The user may edit these fields as necessary.

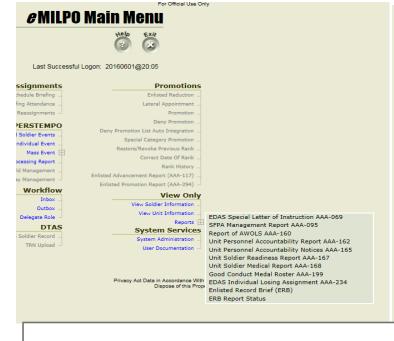
Click "Save" to proceed. The system will validate the user's entry and forward the user to the next selected action from the Listing page, if any exists. If the current soldier is the last or only action, the system will return the user to the Listing page, updating the Status column to show all completed actions.

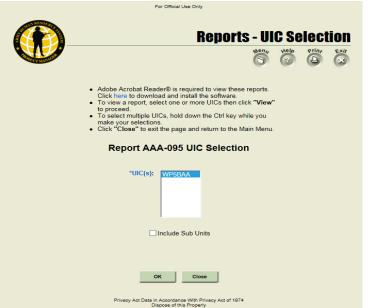
Click "Next" to proceed to the next action from the Listing page without saving. The system will detect data selection on the page and prompt the user to save or discard the data accordingly. If the current page is the only or last action on the list, the system will return the user to the Listing page.

Click "Close" to terminate the working session. The system will detect data selection on the page and prompt the user to save or discard the data accordingly. The system will return the user to the Main Menu.



Note: After updating the duty to AWL, AWC, MIS, MIA, CAP, INT, CCA, CMA, SCA, SMA the system will auto generate a Soldier Availability Deployment Tracking (SADT) record. The system will also auto generate a SFPA AA for duty status AWL, AWC, CCA, CMA, SCA, SMA and generate the corresponding





Report AAA-095

- This page displays the Suspension of Favorable Personnel Actions Management Report AAA-095 for the selected UICs. It displays the results for one UIC at a time, indicating the next UIC in the list, if any, and the number of remaining UICs.
- To view the next UIC selected, the user can click the "Next UIC ..." link at the top-left of the page.
- Each time the "Next UIC..." link is selected, the information for the next UIC is displayed, and the UIC count to the right decreases by one.
- The user can continue clicking the "Next UIC..." link until the last UIC is displayed.
- When the last UIC is displayed, the "Next UIC..." link will not be displayed, and the UIC count to the right will be zero.
- The user can close the report and return to the UIC Selection by selecting the "Back" link at the top-left of the page.
- The user can close the report and return to the Main Menu by selecting the "Close" link at the top-left of the page.
- The user can display the report help by selecting the "Help" link at the top-left of the page.
- The user can print the current report by selecting the "Print" link at the top-left of the page.
- The user can exit eMILPO by selecting the "Exit" link at the top-left of the page.



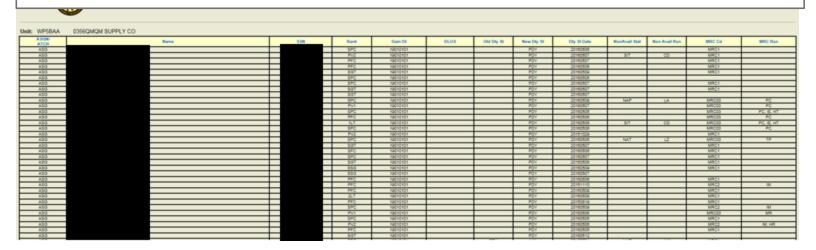
Total Resource for Report = 10 Privacy Act Date in Accordance With Privacy Act Salts

Copyright of the Property

Т	Rsn	Rpt Typ	Eff Dt	Remarks
	Α	Α	20160522	ADVERSE-ACTION
	U	Α	20160522	DRUG ABUSE ADVERSE ACTION
Т	J	Α	20151107	ARMY PHYSICAL FITNESS TEST FAILURE
	Α	Α	20160524	ADVERSE-ACTION
	J	Α	20160305	ARMY PHYSICAL FITNESS TEST FAILURE
	M	Α	20160522	LAW ENFORCEMENT INVESTIGATION
	J	Α	20151107	ARMY PHYSICAL FITNESS TEST FAILURE
Т	J	Α	20151107	ARMY PHYSICAL FITNESS TEST FAILURE
	U	Α	20160402	DRUG ABUSE ADVERSE ACTION
	K	Α	20140809	ARMY BODY COMPOSITION PROGRAM
	J	Α	20140708	ARMY PHYSICAL FITNESS TEST FAILURE

Report AAA-162

- This page displays the Unit Personnel Accountability Report AAA-162 for the selected UICs. It displays the results for one UIC at a time, indicating the next UIC in the list, if any, and the number of remaining UICs.
- To view the next UIC selected, the user can click the "Next UIC..." link at the top-left of the page.
- Each time the "Next UIC..." link is selected, the information for the next UIC is displayed, and the UIC count to the right decreases by one.
- The user can continue clicking the "Next UIC..." link until the last UIC is displayed.
- When the last UIC is displayed, the "Next UIC ..." link will not be displayed, and the UIC count to the right will be zero.
- The user can close the report and return to the UIC Selection by selecting the "Back" link at the top-left of the page.
- The user can close the report and return to the Main Menu by selecting the "Close" link at the top-left of the page.
- The user can display the report help by selecting the "Help" link at the top-left of the page.
- The user can print the current report by selecting the "Print" link at the top-left of the page.
- The user can exit eMILPO by selecting the "Exit" link at the top-left of the page.



Report AAA-167

- This page displays the Unit Soldier Readiness Report AAA-167 for the selected UICs. It displays the results for one UIC at a time, indicating the next UIC in the list, if any, and the number of remaining UICs.
- To view the next UIC selected, the user can click the "Next UIC..." link at the top-left of the page.
- Each time the "Next UIC..." link is selected, the information for the next UIC is displayed, and the UIC count to the right decreases by one.
- The user can continue clicking the "Next UIC..." link until the last UIC is displayed.
- When the last UIC is displayed, the "Next UIC..." link will not display, and the UIC count to the right will be zero.
- The user can close the report and return to the UIC Selection by selecting the "Back" link at the top-left of the page.
- The user can close the report and return to the Main Menu by selecting the "Close" link at the top-left of the page.
- The user can display the report help by selecting the "Help" link at the top-left of the page.
- The user can print the current report by selecting the "Print" link at the top-left of the page.
- The user can exit eMILPO by selecting the "Exit" link at the top-left of the page.

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Report AAA-168

This page displays the Unit Soldier Medical Report AAA-168 for the selected UICs. It displays the results for one UIC at a time, indicating the next UIC in the list, if any, and the number of remaining UICs.

To view the next UIC selected, the user can click the "Next UIC..." link at the top-left of the page.

Each time the "Next UIC..." link is selected, the information for the next UIC is displayed, and the UIC count to the right decreases by one.

The user can continue clicking the "Next UIC..." link until the last UIC is displayed.

When the last UIC is displayed, the "Next UIC..." link will not be displayed, and the UIC count to the right will be zero.

The user can close the report and return to the UIC Selection by selecting the "Back" link at the top-left of the page.

The user can close the report and return to the Main Menu by selecting the "Close" link at the top-left of the page.

The user can display the report help by selecting the "Help" link at the top-left of the page.

The user can print the current report by selecting the "Print" link at the top-left of the page.

The user can exit eMILPO by selecting the "Exit" link at the top-left of the page.

